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FM COMNAVRESFOR NEW ORLEANS LA//N00B//

TO NAVRESFOR

SUBJ/DEFENSE MILPAY OFFICE ULTRA-LITE VERSION (DMO (UL))//

REF/A/MSG/DFAS CLEVELAND/030932ZAPR01//

REF/B/DOC/BUPERS/11MAR98//

REF/C/MSG/DFAS/241339ZAPR01//

NARR/REF A IS DFAS CLEVELAND, OH MILITARY PAY ADVISORY 39/01.

REF B IS BUPERSINST 1001.39C. REF C IS DFAS CLEVELAND, OH DRILL

PAY ADVISORY 05/01.//

POC/GIBSON/PNCS(SW)/COMNAVRESFOR/-/TEL:COMM(504)678-1300

/TEL:DSN 678-1300//

RMKS/1. BECAUSE IT DEALS WITH PAY, THE CONTENTS OF THIS MESSAGE WILL BE BRIEFED TO EACH DRILLING RESERVIST AND THE TEXT OF THIS MESSAGE PROVIDED TO EACH RESERVIST IN THE NAVAL RESERVE. FULL TIME SUPPORT LEADERSHIP AND PERSONNEL WHO ARE INVOLVED IN PROPER PAYMENT OF DRILLING RESERVISTS WILL BE FAMILIAR WITH THE CONTENTS OF THIS MESSAGE. THIS MESSAGE ANNOUNCES A SIGNIFICANT CHANGE IN THE WAY DRILLING RESERVE PERSONNEL WILL BE PAID FOR ALL ANNUAL TRAINING (AT), ACTIVE DUTY FOR TRAINING (ADT), AND ANY ACTIVE DUTY FOR SPECIAL WORK (ADSW) LESS THAN 30 DAYS. IT ALSO DISCUSSES NEW MEANS OF ACCESS FOR NAVAL RESERVE ACTIVITIES (NRAS) TO REVIEW MASTER MILITARY PAY ACCOUNT (MMPA) INFORMATION ON THEIR ASSIGNED RESERVISTS.

2. FOR MANY YEARS PAYMENT FOR PERIODS OF ACTIVE DUTY HAS BEEN ACCOMPLISHED BY PERSONNEL SUPPORT DETACHMENTS (PERSUPDET) AND OTHER COMMANDS USING A LOCAL SYSTEM, THE MICROCOMPUTER CLAIMS PROCESSING SYSTEM (MCPS). MCPS DEVELOPED SERIOUS PROBLEMS AFFECTING THE ABILITY TO PROVIDE ACCURATE PAY, AND MUST BE REPLACED IMMEDIATELY. MCPS FUNCTIONALITY IS BEING REPLACED BY THE DEFENSE MILPAY OFFICE ULTRA-LITE VERSION (DMO (UL)) SOFTWARE SUITE, A WINDOWS BASED PROGRAM DEVELOPED BY THE DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS) THAT ALLOWS FIELD ACTIVITIES TO MAKE PAY TRANSACTIONS DIRECTLY TO DEFENSE JOINT MILITARY PAY SYSTEM-RESERVE COMPONENT (DJMS-RC). TESTING, AS DESCRIBED IN REF A, TOOK PLACE JANUARY-MARCH 2001 AT A VARIETY OF ACTIVITIES THROUGHOUT THE NAVY, AND FULL DEPLOYMENT AND IMPLEMENTATION IS IN PROGRESS. THE NAVY AND NAVAL RESERVE INVESTIGATED A LATER DEPLOYMENT DATE, BUT THE DETERIORATION OF MCPS FUNCTIONALITY WAS SUCH THAT THE ABILITY TO EFFECT PAYMENT TO RESERVISTS THIS SUMMER WAS IN SERIOUS DOUBT.

3. THE BENEFITS OF DMO (UL) TO THE NAVAL RESERVE AND DRILLING RESERVISTS INCLUDE:

A. PAYMENTS WILL BE MADE VIA DJMS-RC USING THE SAME PAYMENT PREFERENCE METHOD THE MEMBER CHOSE FOR DRILL PAY (CHECK OR DIRECT DEPOSIT). PAY WILL BE REFLECTED ON THE MEMBER'S LEAVE AND EARNINGS STATEMENT (LES).

B. STATE TAXES WILL BE CALCULATED AND WITHHELD.

C. DRILLING RESERVIST WILL RECEIVE A SINGLE W-2 EACH YEAR FOR TAX PURPOSES.

IT WILL INCLUDE ALL INCOME FROM THE APPLICABLE PERIODS OF ACTIVE DUTY PAID THROUGH DJMS-RC AS WELL AS INACTIVE DUTY TRAINING (IDT).

D. PERSONNEL ON LONGER TERM ORDERS (30 DAYS AND GREATER) WILL BE AUTOMATICALLY PAID BY DJMS-RC ON THE 1ST AND 15TH OF EACH MONTH.

E. THE NAVAL RESERVE WILL RECEIVE IMPROVED INFORMATION REGARDING FUNDING, OBLIGATION, EXPENDITURE, AND RECONCILIATION VIA DFAS SYSTEMS.

4. PROCESSES, POLICY, PROCEDURE AND EXPECTATIONS AFFECTED BY DMO INCLUDE:

A. REF A PROVIDES INFORMATION REGARDING THE AUTHORIZATION FOR DMO USE BY AFLOAT OR SHORE ACTIVITIES INVOLVED IN EFFECTING PAYMENT FOR PERSONNEL ON ACTIVE DUTY. IT IS NOT ANTICIPATED THAT ANY NAVAL RESERVE

COMMANDS WILL USE DMO EXCEPT FOR THE INQUIRY COMPONENT DISCUSSED IN THIS PARAGRAPH.

B. UNLIKE PAST PROCEDURES USING MCPS, RESERVISTS WILL NOT RECEIVE A CHECK UPON DETACHMENT FROM THE PERIOD OF ACTIVE DUTY. BY CHECKING IN ON THE FIRST DAY AS DISCUSSED BELOW, HOWEVER, PAYMENT FOR MOST PERIODS OF DUTY SHOULD STILL BE MADE VIA DDS OR MAILED CHECK BY THE COMPLETION OF DUTY.

C. BECAUSE DMO(UL) PROCESSING IS DEPENDENT ON DJMS-RC PAY UPDATE SCHEDULES, IT IS IMPERATIVE THAT RESERVISTS CHECK IN WITH THE SUPPORTING PERSUPPDET IMMEDIATELY. THIS WILL ENSURE THAT PERSONNEL ON MOST SETS OF ORDERS WILL BE PAID BY THE END OF THEIR PERIOD OF DUTY. CHECK IN REQUIRES ORDERS AND A CURRENT PAGE 2. FOR RESERVISTS PERFORMING DUTY AT A LOCATION THAT IS NOT CO-LOCATED WITH THE SUPPORTING PERSUPPDET, THE NAVY'S PASS PROGRAM MANAGERS HAVE CONFIRMED THAT THOSE PERSONNEL SHOULD CHECK IN BY FAXING REQUIRED DOCUMENTS TO THE PERSUPPDET. TO REITERATE, ALL PERSONNEL SHOULD CHECK IN WITH THE SUPPORTING PERSUPPDET ON THEIR FIRST DAY OF DUTY TO ENSURE TIMELY PROCESSING OF THEIR PAY.

(1) PAYMENTS ARE PROCESSED TWICE WEEKLY. PAY WILL PROCESS IN THE UPDATE FOLLOWING THE ENTRY MADE BY THE PERSUPPDET.

(2) BECAUSE OF THE DJMS-RC PAY UPDATE SCHEDULES, PAYMENT FOR SHORT PERIODS OF DUTY WILL LIKELY BE MADE DURING THE WEEK FOLLOWING DUTY COMPLETION.

(3) SOME TYPES OF DUTY, ADT FOR SCHOOLS SPECIFICALLY, ARE PROCESSED IN A WAY THAT MAY PRECLUDE PAYMENT BEFORE THE END OF THE DUTY PERIOD. DFAS AND COMNAVRESFOR ARE WORKING ON THE MEANS TO REMEDY THIS.

D. UPON REQUEST, THE SERVICING PAY ACTIVITY WILL BE ABLE TO PROVIDE THE MEMBER DOCUMENTATION REGARDING THE AMOUNT AND DATE OF PAYMENT. PERSONNEL NOT ENROLLED IN DIRECT DEPOSIT WILL HAVE THEIR PAYMENTS MADE BY CHECK MAILED FROM DFAS TO THEIR DESIGNATED ADDRESS IN THE SAME MANNER THEY RECEIVE IDT PAY. DIRECT DEPOSIT WILL BE FASTER, AND ALL PERSONNEL SHOULD BE ENCOURAGED TO RECEIVE THEIR PAY IN THAT MANNER.

E. PERSONNEL WHO HAVE DESIGNATED ADDITIONAL TAX TO BE WITHHELD BASED ON THEIR DRILL PAY WILL HAVE THAT AMOUNT ALSO WITHHELD FROM ACTIVE DUTY PAY. FOR EXAMPLE: IF A MEMBER REQUESTED THAT AN ADDITIONAL FIVE DOLLARS PER DRILL BE WITHHELD FOR IDT, THAT SAME AMOUNT WILL BE WITHHELD FOR EACH DAY OF ACTIVE DUTY. PERSONNEL WHO HAVE ADDITIONAL TAX WITHHELD SHOULD EVALUATE WHETHER THAT AMOUNT WILL ADVERSELY AFFECT THEIR ACTIVE DUTY PAY.

F. DFAS HAS EXPANDED THE EMPLOYEE/MEMBER SELF-SERVICE (E/MSS) SYSTEM TO ALLOW PERSONNEL TO OBTAIN CURRENT AND PAST TWO LES INFORMATION. IT ALSO PROVIDES THE MEANS FOR PERSONNEL TO DIRECTLY VERIFY OR CHANGE FEDERAL INCOME TAX WITHHOLDING STATUS OR CHANGE ELECTRONIC FUNDS TRANSFER INFORMATION FOR DDS.

THE E/MSS MAY BE REACHED AT TOLL FREE 1-877-363-3677 (CONUS ONLY), OR ON THE WEB FROM THE DFAS WEB SITE AT www.DFAS.MIL. REF C PROVIDES SPECIFIC INFORMATION AS TO ACCESS AND SECURITY PROCEDURES. FOR ASSISTANCE IN USING E/MSS AND PIN ASSISTANCE, CALL TOLL FREE 1-800-390-2348, COMM (216) 522-5122, OR DSN 580-5122, 0700-1930 EASTERN STANDARD TIME.

G. REF B CALLS FOR THE USE OF THE NC-2120 BY NAVAL RESERVE ACTIVITIES (NRA) AND NAVAL RESERVE PERSONNEL CENTER (NAVRESPERSON) FOR THE VALIDATION OF ACTIVE DUTY COMPLETION AND SUBSEQUENT CREDITING OF RETIREMENT POINTS. UNDER DMO (UL), MEMBERS WILL NOT RECEIVE A NC-2120 PAY VOUCHER AT THE END OF THEIR PERIOD OF DUTY SO A NEW METHOD TO DOCUMENT THESE POINTS MUST BE ESTABLISHED. PLANS ARE IN PROGRESS TO AUTOMATE THE PROCESS IN THE SAME MANNER AS IDT POINTS; UNTIL SUCH TIME,

COPIES OF THE MEMBER'S LES AND/OR ENDORSED ORDERS WILL BE THE VALIDATION DOCUMENTS.

H. PAYMENT OF TRAVEL CLAIMS AND PER DIEM ASSOCIATED WITH ACTIVE DUTY WILL NOT BE INCLUDED IN THE ACTIVE DUTY PAYMENT. SUCH PAYMENTS WILL BE MADE BY THE SERVICING AFLOAT OR SHORE PAY ACTIVITY USING THE INTEGRATED AUTOMATED TRAVEL SYSTEM (IATS), WHICH WILL ALSO PROCESS A PAYMENT VIA DIRECT DEPOSIT OR MAILED CHECK.

I. WHEN PAY PROBLEMS OCCUR WITH THE DMO(UL) PROCESSING, IT WILL BE THE RESPONSIBILITY OF THE MEMBER AND THEIR NRA TO COORDINATE CORRECTIVE ACTION WITH THE ORIGINAL PAY ACTIVITY, IN MUCH THE SAME MANNER THAT CURRENT AT AND ADT PAY ISSUES ARE RESOLVED USING MCPS. COORDINATION MAY BE BY PHONE, EMAIL, LETTER OR MESSAGE, THOUGH TRACEABLE COMMUNICATION IS RECOMMENDED. THE MEMBER AND/OR SUPPORTING NRA MAY BE REQUIRED TO PROVIDE SUPPORTING DOCUMENTATION TO THE PAY ACTIVITY, INCLUDING ORDERS MODIFICATIONS WHERE APPROPRIATE, AND THE PAGE 03 RUCCNOM2477 UNCLAS NRA MAY BE RESPONSIBLE FOR MAKING NSIPS TRANSACTIONS TO EFFECT REQUIRED CHANGES IN THE MEMBER'S MMPA.

IN THE EVENT THE PAY ACTIVITY CANNOT EFFECT THE CORRECTION, THEY MUST ADVISE THE NRA AS SUCH, AND NRA MUST OPEN A STANDARD TROUBLE TICKET THAT WILL PROMPT COMNAVRESFOR (N1) COORDINATION OF ACTION BY DFAS-CL TO EFFECT PAYMENT CORRECTION.

5. ALONG WITH DMO (UL) AND E/MSS, DFAS AND COMNAVRESFOR ARE DEPLOYING THE DMO STANDARD INQUIRY SYSTEM (DSIS) TO ALL NRA'S. DSIS IS A WINDOWS BASED PROGRAM THAT ALLOWS USERS TO CONNECT VIA THE WEB DIRECTLY TO DJMS-RC AND VIEW A MEMBER'S MMPA. THIS WILL ALLOW DIRECT ACCESS TO REVIEW PAYMENTS FOR IDT AND AT/ADT/ADSW, ALONG WITH VERIFYING INFORMATION IN THE MMPA TO IDENTIFY DATA THAT NEEDS TO BE CORRECTED OR CHANGED. IT DOES NOT ALLOW ANY DATA TO BE ENTERED OR CHANGED. PRESENTLY, ONLY AUTHORIZED ECHELON IV AND ABOVE PERSONNEL HAVE DJMS-RC ACCESS TO VIEW MMPA'S. THE INTENT OF THIS EXPANSION OF ACCESS IS TO PROVIDE AN ADDITIONAL TOOL THAT CAN BE USED BY THE NRA IN CUSTOMER SERVICE TO THEIR RESERVISTS. INSTRUCTIONS ON OBTAINING DSIS SOFTWARE AND ESTABLISHING ACCOUNTS AND CONNECTION WILL BE FORTHCOMING IN A SEPARATE MESSAGE.

6. DMO (UL) IS A WIN-WIN PROPOSITION FOR THE NAVAL RESERVE. IT RELACES A TIME AND LABOR INTENSIVE MANUAL SYSTEM WITH AN AUTOMATED ONE THAT BETTER SERVES OUR PERSONNEL AND OUR MANAGEMENT SUPPORT SYSTEMS. BECAUSE OF THESE CHANGES, AND THE FACT THAT PEOPLE BECOME USED TO ONE WAY OF DOING THINGS, ALL NRA'S MUST ENSURE THAT PERSONNEL DEPARTING ON AT, ADT, OR SHORT TERM ADSW ARE AWARE OF THESE CHANGES AND WHAT TO EXPECT UNDER THIS NEW PAY PROCEDURE.